

Westpac Securities Administration Limited ABN 77 000 049 472 AFSL No. 233731 RSE L0001083 is the Trustee of BT Business Super RSE R1003970 ABN 81 236 903 448

Use this form to specify the distribution of your superannuation contributions, by employee and by contribution type.

Alternatively, contributions can be made using BT Online Employer at www.bt.com.au.

If you include the contributions of a NEW employee, please fill in and attach a NEW EMPLOYEE DETAILS FORM for that employee. Alternatively, you can set them up online via www.bt.com.au.

Complete this form using **black pen** – print in clear **CAPITAL LETTERS**. If you have more than 10 employees, please **PHOTOCOPY** this form.

DEFINITION OF EACH TYPE OF CONTRIBUTION

- A. **Award SG, ie Compulsory contributions** – employers’ contributions made under the Superannuation Guarantee Legislation, or under the terms of an award or industry agreement. These contributions are fully vested and preserved for Members. Employers must satisfy themselves that the terms of BT Business Super meet the requirements of any industry agreements or awards under which they must contribute.
- B. **Salary sacrifice contributions** – contributions made by employers for members from pre-tax income.
- C. **Member voluntary contributions**, eg Member Contribution – records personal contributions paid as a lump sum or as a regular deduction from salary, if offered by the employer.
- D. **Employer fully vested contributions** – members are entitled to the full benefit of employers’ voluntary contributions made on each member’s behalf immediately.
- E. **Employer partially vested contributions** – members are entitled to the benefits of employers’ voluntary contributions made on each member’s behalf as per the vesting arrangements specified by the employer. This can be a percentage of the contributions available after number of years of membership, of either the plan or the organisation.

1. EMPLOYER DETAILS

BT Employer number (7–8 numbers)

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BT Employer name

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Pay centre number

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Pay centre name

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Address

	<i>State</i>	<i>Postcode</i>

Email address*

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* In the future, BT may elect to email correspondence to you

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